



## ***City of Gaithersburg***

31 South Summit Avenue  
Gaithersburg, Maryland 20877

**DRAFT**

### Mayor and City Council Planning Retreat Session Minutes Gaithersburg Upcounty Senior Center Monday, February 25, 2013

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A Mayor and City Council Planning Retreat Session was called to order with Mayor Katz presiding. Council Members present: Council Members present: Ashman, Drzyzgula, Marraffa, Sesma, and Spiegel. Staff present: City Manager Tomasello; Director of Finance and Administration Belton; Director of Community and Public Relations Monaco; Community Services Division Chief Herndon; Economic Development Director Lonergan; Director of Public Works Arnoult; Director of Parks, Recreation and Culture Potter; Director of Planning and Code Administration Schlichting; Chief of Police Sroka; Lead, Long Range Planning Robinson; Engineering Services Director Mumpower; Assistant to the City Manager Hines.

#### **I. CALL TO ORDER**

#### **II. WELCOME AND INTRODUCTIONS**

#### **III. FY 2014 DRAFT STRATEGIC PLAN**

##### **A. Department Presentations**

Staff presented the Draft Strategic Plan. Each of the 10 Strategic Directions were presented by staff and discussed by the Mayor and Council.

##### **B. Review & Feedback**

#### **IV. CAPITAL IMPORVEMENTS PLAN**

##### **A. Staff Presentation**

Staff presented the Capital Improvements Plan (CIP). Discussion focused on Existing Projects and Unfunded and Underfunded Projects. There will be a follow up presentation on the Unfunded Capital Projects in March.

a) Existing CIP Account Reviews

b) Unfunded Projects (Existing & Potential New Accounts)

##### **B. Feedback / Prioritization**

#### **V. CLOSING COMMENTS**

#### **VI. ADJOURNMENT**

The Planning Retreat ended at approximately 9:15 p.m.